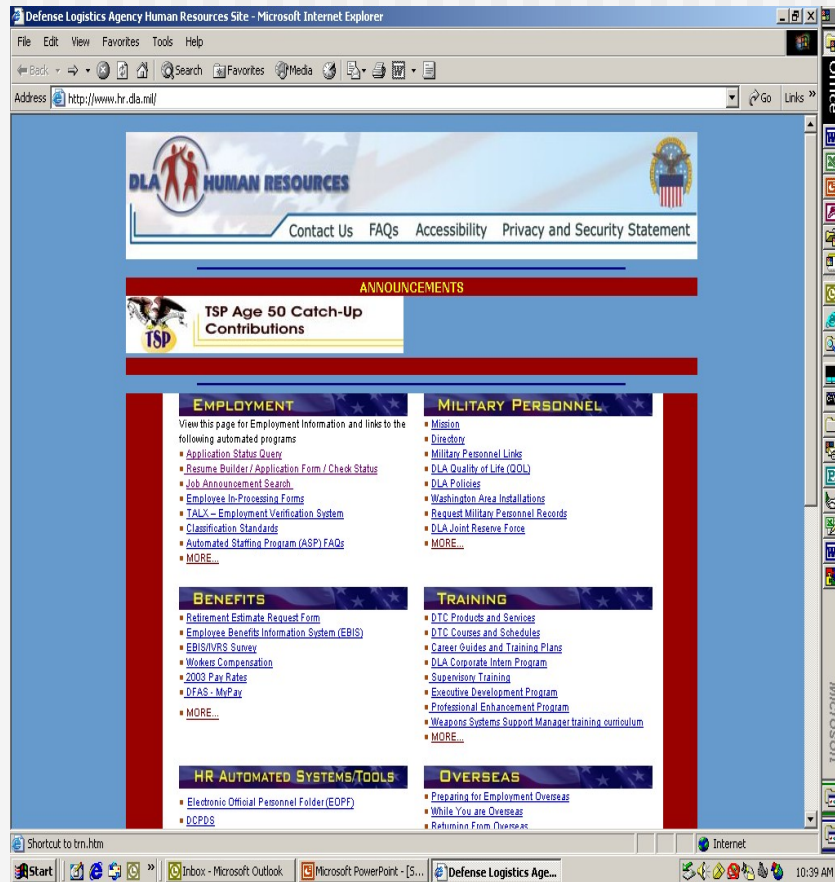


The Automated Staffing Program (ASP)

Automated Staffing Program (ASP)



- Some announcements issued by the Defense Logistics Agency and serviced activities require the submission of an electronic resume and application. These announcements are covered by the Automated Staffing Program (ASP)
- In order to be considered for these announcements, you must have a completed electronic resume on file with DLA and you must complete an electronic application. You may access the electronic resume builder two ways.
 - If the job announcement requires use of the resume builder, you will be directed to that site from the “How to Apply” section of the job announcement. You may also access the resume builder by going to the DLA home page at www.hr.dla.mil and clicking on the link for the Resume Builder/Application located under the Employment category

The Resume Builder Account

DLA Resume Builder - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address <https://sec.hr.da.mil/apply/> Go Links

DLA HR HUMAN RESOURCES **AUTOMATED STAFFING PROGRAM**

HR Home Employment Library Benefits Training Military SES Staffing Downloads Tools

Privacy Act Statement
Be sure to read our Privacy Act statement at the bottom of this page!

First time user? Please review our [FAQ](#)

Login

Social Security Number:

Password:

Submit

If this is your first time visiting the system, type in your Social Security Number and the password you desire, then press the "New User" button below. You will be taken to a confirmation screen where you can finish setting up your account.

New User

Forgot your password? Hit the "Forgot Password" button below.

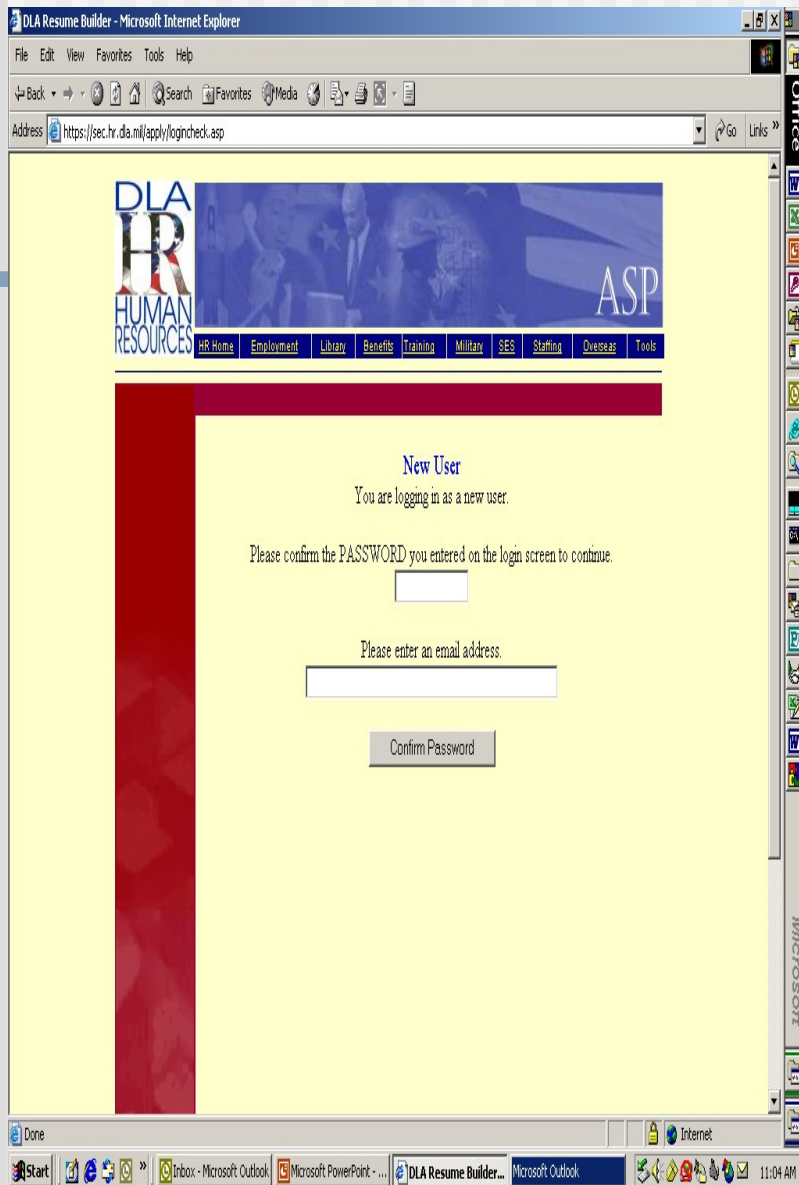
Forgot Password

Change your password? Hit the "Change Password" button below.

Done

Start Inboxes - Microsoft Outlook Microsoft PowerPoint - [S...] DLA Resume Builder - ... 11:03 AM

- To begin the process, you will need to create an account. To create an account, enter your social security number (without dashes) and a password of your choosing (the password is case sensitive. You will be expected to enter the password exactly as you entered it initially when you access the program in the future) and click on **New User**. If you click the submit button, you will not be able to set up the account. The submit button is for those who already have an account set up in the system.



- You will be asked to confirm your password and enter a valid email address. Click on the Confirm Password button. This will complete the process of setting up your account.